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[Approved 1-27-06]

Minutes of the Executive Committee of the Academic Senate

January 20, 2006

St. Mary's 113 B; 1:30 PM

Present: D.Biers (presiding), D. Courte, D. Gudaitis, P. Johnson, M. Morton, R. Penno, A. Seielstad, R Wells.

Excused: J. Biddle, S. Hileman, J. O'Gorman, F. Pestello,

Opening Prayer: The opening prayer was offered by Dave Biers.

Roll Call: Eight of the twelve members of the Committee were present.

Approval of Minutes

November 29, 2005, not available

December 6, 2005, not available

December 13, 2005, not available

Announcements:

1. Brian Conniff will replace David Darrow on the Academic Senate for the WI 06 term as a humanities representative while Darrow is on sabbatical. Senator Biers consulted with the Elections Committee to determine who was next in line and available from the appropriate ballot.
2. Elizabeth Gustafson will serve one semester (WI 06) as Interim Chairperson of the Calendar Committee while Linda Hartley is on sabbatical.

Old Business:

1. Evaluation of President Curran

Senator Biers reviewed the request from the Board of Trustees for input from the faculty on the review of the first term of President Curran. The Board requested that information be obtained from the faculty that might help to strengthen the performance of the President. Because the Executive Committee was not comfortable in representing the faculty, the solution was to use a meeting of the full Senate, even though the Senate includes students and deans. Senator Wells requested that the report to the Board be framed with an explanation of the context of the meeting and an explanation of the lack of data and information available to faculty at the time of the meeting. Senator Biers will draft a response to the Board and distribute it to the members of ECAS for review.

2. Honor Statement

The Executive Committee requests that the Student Academic Policies Committee hold a meeting to review the proposed Honor Statement, share their recommendation with the Academic Policies Committee, and then bring a proposal to the Executive Committee.

New Business

1. Meeting Schedule

The Executive Committee reviewed a meeting schedule for the WI 06 term. Senator Biers will finalize this schedule and distribute it to members.

2. Sub-Committee Membership

Sub-committee memberships were finalized for approval at the February meeting of the Academic Senate. Proposed members are as follows:

Academic Policies: J. Biddle (chairperson), B. Conniff (for D. Darrow), C. Duncan, D. Gudaitis, P. Meyers, M. Morton, J. O’Gorman, R. Penno, J. Saliba, A. Seielstad, L. Simmons, S. Singer, R. Wells, D. Wolff

Faculty Affairs: A. Abueida, D. Biers, G. Doyle, E. Gustafson, L. Hausmann, P. Johnson, L. Kloppenberg, T. Lasley, M. Mullins, C. Phelps (chairperson), P. Thimmes, B. Turk

Student Academic Policies: M. Brill, K. Bullinger, C. Chen, D. Courte (co-chairperson), G. DeMarco, J. Desmond, M. Doenges, T. Eggemeier, R. Hardie, S. Hileman (co-chairperson), C. Letavec, D. Poe

3. Logistical Issues for the Functioning of the Senate

Senator Johnson has reviewed current information on the Academic Senate web site and identified issues that need updating. She will take responsibility for updating this site with information provided by the Provost Office and the current members of the Executive Committee. Senators Biers and Penno will update the issues list and send it to her for posting. Senator Penno will then take responsibility for maintaining this list and sending it to Senator Johnson for updating on the website. Paper and electronic archives will be maintained in the Provost Office with the help of the Secretary of the Senate. Senator Johnson will distribute minutes in accord with the Constitution. She will consult with the Deans of the Schools to obtain appropriate distribution lists. In addition, faculty and students will receive notification of meetings and minutes through FacStaff and Flyernet. The Senate meetings will continue to be televised.

The Parliamentarian of the Senate will be Senator Seielstad.

4. Relationship with Committees Outside the Senate

a. Provost Committees

Senator Biers will gather information on the current list of committees and the liaisons with the Academic Senate on each committee. There should be a member of the Executive Committee on each committee. This information will be included in the minutes of the next meeting of the Executive Committee.

b. North Central Review Committee

Associate Provost Untener has asked for information in relationship to two points that were raised in the report of the 1997 North Central Visitation Committee. The function and effectiveness of the Senate was raised as an issue as was the usefulness of the Faculty Board. Senator Biers noted that the Provost has

scheduled a meeting with the officers of both the Academic Senate and the Faculty Board. This meeting may provide some information for a response. In addition, Senators noted that since 1997 the Constitution of the Academic Senate has been changed to provide for a faculty member to be President of the Senate. The role of the Academic Senate in the presidential search was also noted. A process for addressing this request will need to be determined.

5. Committee Reports

a. Academic Policies Committee of the Academic Senate

The Committee will meet on Monday, January 23. The Executive Committee reviewed the Academic Policies Committee report for the Fall 2005. (1) The Committee completed work on the QRC, Module 3. The Senate approved changes in this requirement at the December 2005 meeting (DOC-05-03). (2) The Committee recommends that deans set the policies and procedures for graduate courses for their respective units for the 2006 Stander Symposium. The Committee recommends that, before the 2007 Stander Symposium, the planning group investigate moving the date of the Symposium towards the end of April and making the graduate alternative learning experience more explicit. Senator Biers will forward this recommendation to Amber Rose for the Stander Symposium planning group. (3) The Committee recommends delaying final decision about implementing further evaluation of Thematic Clusters until October 15, 2006 because of the on-going work of several groups that are studying various aspects of General Education. Most of those groups will report their findings by this date. The nature of those findings should inform APCAS' decision about what, if any, further evaluation of Thematic Clusters is needed. (4) The Committee is reviewing the Withdrawal Policy. They will receive input from those charged with implementing the policy and will consider the clause that allows for withdrawal because of "change in career objectives" as well as the deadline for withdrawal.

Committee on General Education and Competencies

This is a sub-committee of APCAS. Chairperson is C. Daprano.

Calendar Committee

This is a sub-committee of APCAS. Chairperson is E. Gustafson. The Calendar Committee is considering a change in the scheduling of study days and examination days. Their Proposal was sent to the Academic Policies Committee for their review and recommendations.

Senator Doyle has submitted a proposal to the Calendar Committee in relationship to the scheduling of summer classes.

b. Faculty Affairs Committee of the Academic Senate

The Committee met on January 18. They have four items on their current agenda. (1) The timing for the election of faculty Senators was moved from the winter to the fall so that Senators would take office in January at the beginning of the budget cycle. Since that change, the budget cycle has also changed and the Senate

is no longer so closely involved in the budgetary process. The proposal is to move elections back to the Winter term so that faculty terms on the Academic Senate would begin in the Fall and follow the academic calendar. (2) Professor Farrelly has submitted concerns about aspects of the Constitution of the Academic Senate. The Committee is reviewing these concerns. (3) The Committee is continuing to work with HR in relationship to the document proposing background checks for prospective faculty. The Senate discussed a draft of the proposed policy in the Fall of 2005 and HR has made revisions. The Committee will meet with a representative from HR to review those changes. Faculty may also be required to complete an application form prior to hiring. (4) The Committee will consider requests from the Dean of the Library and the VP for Student Development regarding representation on the Academic Senate.

c. Student Academic Policies Committee of the Academic Senate

The Committee is reviewing the issue of an honor code or honor statement. This will be the main item of business at its first meeting in the term.

Setting the Agenda for the Full Senate Meetings:

Approval of Committee Membership(ECAS) (for February)

Report from the working group on issues of Marianist Education(College of A&S-Benson) (for March)

Adjournment: The meeting adjourned at 3:00 PM.

Respectfully Submitted,

Patricia A. Johnson
Secretary